

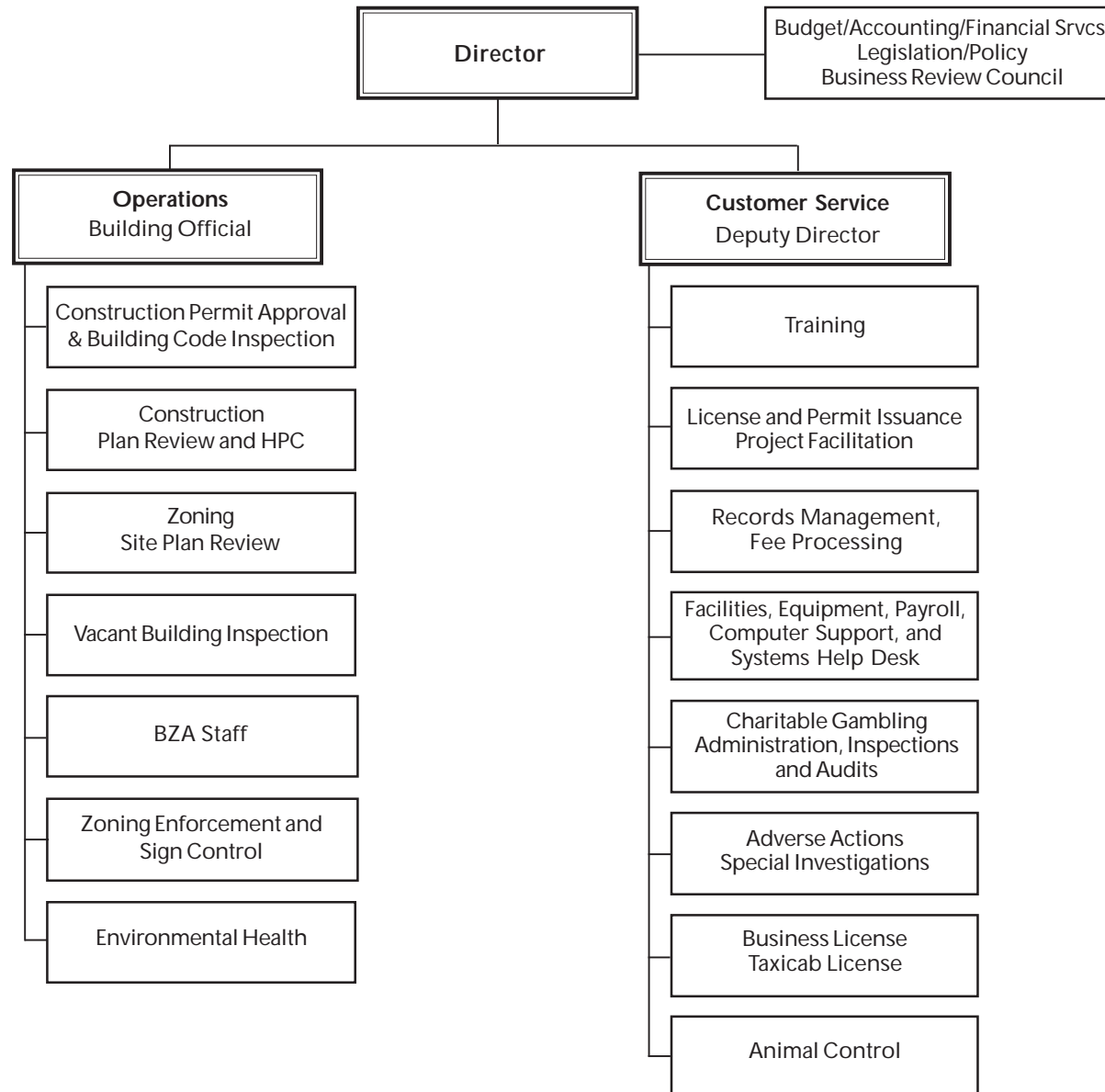
# **Office of License, Inspection and Environmental Protection (LIEP)**

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## **Mission Statement**

To set a standard of excellence as a dynamic and innovative organization that ensures public health and safety And consistently exceeds customer expectations.

# License, Inspection, and Environmental Protection



# License, Inspection and Environmental Protection

DEPARTMENT/OFFICE DIRECTOR: ROGER CURTIS

	1999 2ND PRIOR EXP & ENC *	2000 LAST YEAR EXP & ENC *	2001 ADOPTED BUDGET	2002 MAYOR'S PROPOSED	2002 COUNCIL ADOPTED	ADOPTED CHANGE FROM MAYOR'S 2001 PROPOSED ADOPTED
<b>SPENDING APPROPRIATIONS</b>						
001 GENERAL FUND	1,417,549	1,277,282	1,306,702	1,343,642	1,343,642	36,940
167 CHARITABLE GAMBLING ENFORCEMENT	319,632	298,520	380,462	390,000	390,000	9,538
320 LICENSE INSPECTIONS & ENV PROTECT	7,236,573	7,561,141	8,017,813	8,790,583	8,776,848	13,735-
<b>TOTAL SPENDING BY UNIT</b>	<b>8,973,754</b>	<b>9,136,943</b>	<b>9,704,977</b>	<b>10,524,225</b>	<b>10,510,490</b>	<b>13,735- 805,513</b>
<b>SPENDING BY MAJOR OBJECT</b>						
SALARIES	5,016,304	5,370,518	5,760,407	6,148,569	6,138,040	10,529- 377,633
EMPLOYER FRINGE BENEFITS	1,738,143	1,862,291	1,919,773	2,128,750	2,125,544	3,206- 205,771
SERVICES	1,463,065	1,284,365	1,360,103	1,467,802	1,467,802	107,699
MATERIALS AND SUPPLIES	88,745	189,237	212,180	489,409	489,409	277,229
MISC TRANSFER CONTINGENCY ETC	475,389	378,831	274,468	237,407	237,407	37,061-
DEBT						
STREET SEWER BRIDGE ETC IMPROVEMENT						
EQUIPMENT LAND AND BUILDINGS	192,108	51,701	178,046	52,288	52,288	125,758-
<b>TOTAL SPENDING BY OBJECT</b>	<b>8,973,754</b>	<b>9,136,943</b>	<b>9,704,977</b>	<b>10,524,225</b>	<b>10,510,490</b>	<b>13,735- 805,513</b>
		1.8 %	6.2 %	8.4 %	.1-%	.1-% 8.3 %
<b>FINANCING BY MAJOR OBJECT</b>						
GENERAL FUND	1,417,549	1,277,282	1,306,702	1,343,642	1,343,642	36,940
SPECIAL FUNDS						
TAXES						
LICENSES AND PERMITS	7,112,918	6,901,720	7,141,332	7,449,010	7,449,010	307,678
INTERGOVERNMENTAL REVENUE						
FEES, SALES AND SERVICES	997,546	856,567	1,028,000	1,049,000	1,049,000	21,000
ENTERPRISE AND UTILITY REVENUE						
MISCELLANEOUS REVENUE	39,959	32,596	44,000	34,000	34,000	10,000-
TRANSFERS	100,000	500	53,081			53,081-
FUND BALANCES			131,862	648,573	634,838	13,735- 502,976
<b>TOTAL FINANCING BY OBJECT</b>	<b>9,667,972</b>	<b>9,068,665</b>	<b>9,704,977</b>	<b>10,524,225</b>	<b>10,510,490</b>	<b>13,735- 805,513</b>
		6.2-%	7.0 %	8.4 %	.1-%	.1-% 8.3 %

## Budget Explanation

### Major Changes In Financing and Spending

#### Creating the 2002 Budget Base

The 2001 adopted budget was adjusted to set up the base for the year 2002. The department budget was increased for the anticipated growth in 2002 for salaries and fringes related to the bargaining process. A spending cap was imposed on the department's adjusted general fund budget to limit the growth of government spending and to avoid an increase to the city's property tax.

#### Department Proposals

In order to meet the targeted base budget, the department made minor reductions in various spending line items. The department also included the following:

- \$200,000 special fund spending for software and hardware for hand held units.
- Additional funding in the special fund for three new positions (environmental health administrative analyst, elevator inspector, and electrical inspector) to help keep pace with the computer initiatives, the increasing level of elevator construction in the city and the need to replace an electrical inspector that is working on web development.
- For the seventh year in a row there is no across-the-board increase in permit fees. Permit fees were last increased in July, 1995.
- Spending and financing has been added to support additional duties of billboard sign registration and grocery store inspection previously conducted by the State. This includes the addition of two positions, an EHS Specialist II and a License and Permit Inspector.

#### Mayor's Recommendations

In preparing the 2002 proposed budget, the mayor recommended accepting the department proposals contained in the submitted budget, with these exceptions:

- Eliminating the increase in elevator inspection fees and the additional Elevator Inspector.
- Eliminating the additional Electrical Inspector position.
- Adding \$59,000 for web development related to the on-line permitting system and other site enhancements and development.

#### Council Actions

The City Council adopted the License, Inspection and Environmental Protection office budget and recommendations as proposed by the mayor, and approved the following changes recommended by the mayor:

- adjusting funding to correct FTE biweekly hours.

The City Council made these further changes:

- removing additional revenue related to planned 4% increase in business license fees.

## Strategic Plans

- Provide and foster technical leadership

Expand the current permits available on the Internet to include those that require senior inspector approval and add a category of licenses that do not require City Council approval.

Automate all field inspection processes by providing handheld computers to the sheet metal, building, elevator, license, gambling and zoning inspectors; and to animal control officers.

Develop the website that will allow city employees (general public later) access to use geographically orientated data, along with some simple analytic features. Integrate this application with our website as well as the city's and county's.

Continue to improve operations through the development and use of extensive management information reports to track progress, evaluate programs, display trends and provide general feedback on our operations on a regular basis.

- Improve communication at all levels

Increase the number of applications and secondary information that we have on the govdocs.com website.

Use a GPS unit to record locations of signs and billboards. This will allow mapping the locations and associating the map with the permits needed by staff and customers.

Implement website that will allow anyone on the Internet to view restaurant inspections.

Develop new survey methods. Continue to conduct customer and stakeholder surveys and other forms of feedback in an open systems approach to gather information on our level of service delivery and to identify opportunities for improving operations.

- Innovation

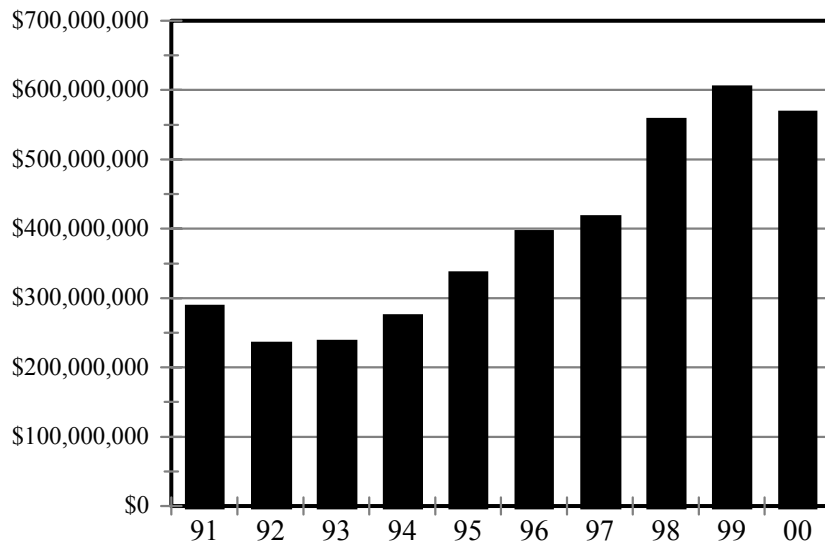
Develop an imaging/document management system, to be used for scanning and storing plans. These scanned plans would be associated to the building and/or to other permits for that building.

# Construction in Saint Paul

## 1991 through 2000

### Construction Valuation in Saint Paul

1991 - 2000



### Number of Permits Issued

1991 - 2000

